



CITY OF READING, PENNSYLVANIA

Department of Community Development
Office of Zoning, Planning & Preservation
815 Washington Street, Suite 3-03
Reading, PA 19601-3690
(610) 655-6326

Today's Date: _____

Business Name: _____

Address: _____

Days of Operation: _____

Hours of Operation: _____ AM/PM to _____ AM/PM

Is this a retail operation? _____ yes _____ no

If yes, what will be sold? _____

Number of employees? _____

Change or addition of signs? _____ yes _____ no

If yes please explain: _____

If parking currently available? _____ yes _____ no

If no, are new spaces provided? _____ yes _____ no

Owner's / Lessee's name: _____

Please Print

Owner's / Lessee's name: _____

Telephone Number

Signature

Date

Zoning Officer: _____

Signature